



Republic of the Philippines  
**Department of Education**  
REGION VII - CENTRAL VISAYAS  
DIVISION OF CITY SCHOOLS - TAGBILARAN CITY

**Office of the Schools Division  
Superintendent**

DIVISION MEMORANDUM

CID-2024- 062

TO : **The Principals of the following Schools:**  
**Dr. Cecilio Putong National High School (JHS)**  
**Dr. Cecilio Putong National High School (SHS)**  
**San Isidro National High School**

FROM : **WILFREDA D. BONGALOS PhD CESO V**  
Schools Division Superintendent

SUBJECT : **STEM UP TO STEP UP: Upskilling on Science Investigatory Project (SIP) Year 2, Phase 1**

DATE : April 30, 2024

1. Regarding the initiatives of the Department of Education Regional Office VII to enhance the capacity of teachers in guiding science investigatory projects, this Office, through the Curriculum and Learning Management Division (CLMD), will conduct the **STEM UP TO STEP: Upskilling on Science Investigatory Project (SIP) from May 20-22, 2024 at the Applied Nutrition Center, Banilad, Cebu City.**

2. The following participants are required to participate in the said activity on May 20-22, 2024 at the Applied Nutrition Center, Banilad, Cebu City.

- **Eutropia R. Arcayena – San Isidro National High School**
- **Mercy Mae J. Serate – Dr. Cecilio Putong National High School – JHS**
- **Legardo R. Palaca Jr. – Dr. Cecilio Putong National High School – SHS**

3. The Regional Fund shall cover meals, accommodation, and honoraria for the resource speakers and participants, while travel and incidental expenses shall be shouldered by the School MOOE or other School Local Fund, subject to standard accounting and auditing protocols. Meals will be provided starting from dinner on Day 0 (arrival of some SDO representatives) until dinner on Day 3.

4. Participants are advised to bring laptop, extension wire, and ensure access to mobile data/internet for seamless participation.

5. Immediate dissemination and compliance with this Memorandum are expected.



Address: H. Zamora St., Dampas, Tagbilaran City, Bohol  
Telephone Nos.: (038)427-1702; (038)427-2506; (038)422-8177  
(038)427-6718; (038)544-2147  
Email Address: tagbilarancity.division@deped.gov.ph



Republic of the Philippines  
**Department of Education**  
REGION VII - CENTRAL VISAYAS

Office of the Regional Director

REGIONAL MEMORANDUM

No: **259**, s. 2024

22 MAR 2024

**STEM UP TO STEP UP: Upskilling on Science Investigatory Project (SIP)  
(Year 2, Phase 1)**

To: Schools Division Superintendents  
All Others Concerned

- Regarding the initiatives of the Department of Education Regional Office VII to enhance the capacity of teachers in guiding science investigatory projects, this Office, through the Curriculum and Learning Management Division (CLMD), will conduct the **STEM UP TO STEP UP: Upskilling on Science Investigatory Project (SIP) from May 20-22, 2024, at the Applied Nutrition Center, Banilad, Cebu City.**
- The objective of this event is to enhance the skills of SIP Mentors and School Leaders in the following areas:
  - 2.1 understanding the nature of Science Investigatory Projects and their categories;*
  - 2.2 familiarization with the General Guidelines of SIP as outlined in the NSTF Handbook;*
  - 2.3 writing the Rationale, Objectives, and Methods for SIP; and*
  - 2.4 familiarization with Instrumentation in SIP.*
- Experienced science research trainers from Higher Education Institutions will conduct the training sessions tailored specifically for teacher-mentors and science leaders. Each School Division Office (SDO) is allocated three participants, categorized as follows:
  - 3.1 one (1) School head/coordinator managing Special Science Class (STE) or SHS STEM or the newly designated Education Program Supervisor or SDO Coordinators in Science;*
  - 3.2 one (1) winning teacher-mentor/coach in JHS or a finalist in the last RSTF 2023 in any category, or a potential mentor; and*
  - 3.3 one (1) winning teacher-mentor/coach in SHS or a finalist in the last RSTF 2023 in any category, or a potential mentor.*
- The Regional Fund shall cover meals, accommodation, and honoraria for resource speakers and participants, while travel and incidental expenses shall be shouldered by the Division or School MOOE, subject to standard accounting and auditing protocols. Meals



Doña M. Gaisano St., Sudlon, Lahug, Cebu City  
Telephone Number: 639457623193 local 700

DepEd Tayo Region VII

[region7.deped.gov.ph](http://region7.deped.gov.ph)

will be provided starting from dinner on Day 0 (arrival of some SDO representatives) until dinner on Day 3.

5. Participants are advised to bring a laptop, extension wire, and ensure access to mobile data/internet for seamless participation.

6. Enclosures for reference include:

*6.1 Enclosure 1 – List of Participants*

*6.2 Enclosure 2 – Program Matrix*

7. For further inquiries, please feel free to contact Dr. Bryant C. Acar, R7 EPS Science, at 09430166769 or via email at [bryant.acar@deped.gov.ph](mailto:bryant.acar@deped.gov.ph).

8. Immediate dissemination and compliance with this Memorandum are expected.



**SALUSTIANO T. JIMENEZ EdD, JD, CESO V**

Director IV  
Regional Director


STJ/FYA/CLMD/MJCD/bca



**DepED**  
**MATATAG**



Doña M. Gaisano St., Sudlon, Lahug, Cebu City  
Telephone Number: 639457623193 local 700

 DepEd Tayo Region VII

 [region7.deped.gov.ph](http://region7.deped.gov.ph)



Enclosure 2

**STEM UP TO STEP UP: Upskilling on Science Investigatory Project (SIP)  
(Year 2 Phase 1)**

**May 20-22, 2024/ ANC Banilad, Cebu City**

**Program Matrix**

<b>Day</b>	<b>Time</b>	<b>Activity</b>	<b>In-Charge</b>
Day 0 (Sunday) May 19, 2024	5:00 pm	Early Arrival Dinner <i>(The following SDOs are provided accommodation: Bais, Bayawan, Bohol, Canlaon, Carcar, Cebu Province, Bogo, Danao, Dumaguete, Guihuingan, Negros Oriental, Siquijor, Tagbilaran, Tanjay, Toledo)</i>	RO7 Secretariat
Day 1 (Monday) May 20, 2024	6:00-7:00	Breakfast	RO 7 Secretariat
	7:00-8:00	Registration	
	8:00-9:00	Preliminaries: a. Doxology b. National Anthem c. Attendance Check d. Energizer  e. Rationale f. Walk-Through of Program Matrix	Dr. Bryant C. Acar EPS Science
	9:00-12:00	Session 1: Introduction on Science Investigatory Project: Principles and Design  Workshop 1	Dr. Bryant C. Acar
	12:00-1:00	Lunch Break	
	1:00-6:00	Session 2: Research Agenda: National Science and Technology Fair Guidelines  Workshop 2	Dr. Bryant C. Acar
Day 2 (Tuesday) May 21, 2024	7:00-8:00	Breakfast	
	8:00-8:30	Management of Learning	SDO Siquijor SDO Dumaguete
	8:30-12:00	Topic 3: Instrumentations in Science Investigation	Mr. Seagal Asjali Cebu Normal University
		Workshop 3	Mr. Alexphil O. Ponce CIE British School
	12:00-1:00	Lunch	
	1:00-6:00	Topic 4: Writing of the Rationale, Review of Related Literature and Research Objectives	Mr. Alexphil O. Ponce CIE British School
		Mr. Seagal Asjali	



Doña M. Gaisano St., Sudlon, Lahug, Cebu City  
Telephone Number: 639457623193 local 700

DepEd Tayo Region VII

region7.deped.gov.ph

		<i>Workshop 4</i>	<i>Cebu Normal University</i>
Day 3 (Wednesday) May 22, 2024	<i>7:00-8:00</i>	<i>Breakfast</i>	
	<i>8:00-8:30</i>	<i>Management of Learning</i>	<i>SDO City of Bogo</i> <i>SDO Cebu City</i>
	<i>8:30-12:00</i>	<i>Continuation of the Workshop 4</i>	<i>Mr. Alexphil O. Ponce</i> <i>CIE British School</i>  <i>Mr. Seagal Asjali</i> <i>Cebu Normal University</i>
	<i>12:00-1:00</i>	<i>Lunch</i>	
	<i>1:00-4:00</i>	<i>Presentation of Output</i>	<i>Mr. Alexphil O. Ponce</i> <i>CIE British School</i>  <i>Mr. Seagal Asjali</i> <i>Cebu Normal University</i>
	<i>4:00-6:00</i>	<i>Closing Program</i>	<i>SDO Bohol</i> <i>SDO Negros Oriental</i>

Prepared by:

**DR. BRYANT C. ACAR**  
EPS Science

Noted by:

**DR. MARIA JESUSA C. DESPOJO**  
CLMD Chief